

DIRECTIONS

APPLICATION WORKSHEETS

Contact / Questions:

Al Desabato
Office of Public Charter School Financing and Support
810 First Street, NE, 9th Floor
Washington, DC 20002
(202) 741-5943 or alfred.desabato@dc.gov

Purpose of this Workbook:

The primary purpose of this Workbook is to allow the OPCSFS collect pertinent data in a unified format. Collecting data in this manner allows the OPCSFS to assess applicants in a fair and unbiased manner. Moreover, this format ensures that applicants begin the application process on equal ground.

Input Cells:

The only cells in the following Worksheets that require input are the cells that are light yellow.

Locked Worksheets:

The following Worksheets are all locked. Therefore, the applicant does not have the ability to modify the Worksheet in any way. The only exception is Sources & Uses Tab where the applicant may change Source and Use headings to comply with their project.

TABS**Tab A - Intent to Apply:**

Please be sure to sign, date and return this form by the stated date in the accompanying RFA. If the applicant is not collaborating with another organization for the 2010 City Build, please leave the Collaborating Organization blank.

Tab B - Applicant Profile:

Please fill out all known information. Certain cells are linked to the Intent to Apply form and are automatically filled in.

Tab C - Target Ward&Cluster

This Tab is locked and simply provides a list of targets Wards and Clusters targeted for new, high-performing public charter schools.

Tab D - Collaboration Form

Directions are included in the Tab. Please keep the description of the collaboration very brief. If the applicant wants to include detailed information on the collaboration, please include such information in Tab Eight Three Ring Bound Hard Copy - Tab 8 - Supplemental Attachments.

Tab E - Project Overview

This Tab provides inputs for the highest level project information. Cells in light grey are tied from previous cells. The primary purpose of this Tab is to provide the OPCSFS an overview of the project's overall economics.

Tab F - Sources & Uses

The Applicant may change headings of individual Sources and/or Uses. This Tab is not intended to place a detailed construction budget, as submitted to the Applicant by the General Contractor. The goal is to provide enough detail for the OPCSFS to fully understand all major costs associated with the project. Although the Applicant may change headings, it is strongly suggested that the major line items remain intact.

Tab G - Grades Served

Schools that have been in operation for three or more years should be well aware of the data being requested. This Tab is designed to allow the OPCSFS to assess the performance of the school. From SY 05 / 06 through SY 10 / 11, Applicants will provide the number students in each grade along with the percentage proficient and advance. In future years, the applicant is only being asked to provide the number of students in each grade.

Tab H - Board & Management

Applicant is required to fill out this Tab. More importantly, however, the applicant is required to provide Biographies on all Board Members (please refer to the RFA).

Tab I - Projections

This Tab is critical for the OPCSFS to be able to understand the school's ability to digest the project successfully. This Tab requires some level of financial knowledge. Please call with any questions and/or guidance to fill out this Tab.

Tab J - Grants and Philanthropic Investment

List and describe all grants and philanthropic investments over \$100,000.

DIRECTIONS

APPLICATION WORKSHEETS

Contact / Questions:

Al DeSabato
Office of Public Charter School Financing and Support
 810 First Street, NE, 9th Floor
 Washington, DC 20002
 (202) 741-5943 or alfred.desabato@dc.gov

Purpose of this Workbook:

The primary purpose of this Workbook is to allow the OPCSFS collect pertinent data in a unified format. Collecting data in this manner allows the OPCSFS to assess applicants in a fair and unbiased manner. Moreover, this format ensures that applicants begin the application process on equal ground.

Input Cells:

The only cells in the following Worksheets that require input are the cells that are light yellow.

Locked Worksheets:

The following Worksheets are all locked. Therefore, the applicant does not have the ability to modify the Worksheet in any way. The only exception is Sources & Uses Tab where the applicant may change Source and Use headings to comply with their project.

TABS

Tab A - Intent to Apply:

Please be sure to sign, date and return this form by the stated date in the accompanying RFA. If the applicant is not collaborating with another organization for the 2010 City Build, please leave the Collaborating Organization blank.

Tab B - Applicant Profile:

Please fill out all known information. Certain cells are linked to the Intent to Apply form and are automatically filled in.

Tab C - Target Ward&Cluster

This Tab is locked and simply provides a list of targets Wards and Clusters targeted for new, high-performing public charter schools.

Tab D - Collaboration Form

Directions are included in the Tab. Please keep the description of the collaboration very brief. If the applicant wants to include detailed information on the collaboration, please include such information in Tab Eight Three Ring Bound Hard Copy - Tab 8 - Supplemental Attachments.

Tab E - Project Overview

This Tab provides inputs for the highest level project information. Cells in light grey are fed from previous cells. The primary purpose of this Tab is to provide the OPCSFS an overview of the project's overall economics.

Tab F - Sources & Uses

The Applicant may change headings of individual Sources and/or Uses. This Tab is not intended to place a detailed construction budget, as submitted to the Applicant by the General Contractor. The goal is to provide enough detail for the OPCSFS to fully understand all major costs associated with the project. Although the Applicant may change headings, it is strongly suggested that the major line items remain intact.

Tab G - Grades Served

Schools that have been in operation for three or more years should be well aware of the data being requested. This Tab is designed to allow the OPCSFS to assess the performance of the school. From SY 05 / 06 through SY 10 / 11, Applicants will provide the number students in each grade along with the percentage proficient and advance. In future years, the applicant is only being asked to provide the number of students in each grade.

Tab H - Board & Management

Applicant is required to fill out this Tab. More importantly, however, the applicant is required to provide Biographies on all Board Members (please refer to the RFA).

Tab I - Projections

This Tab is critical for the OPCSFS to be able to understand the school's ability to digest the project successfully. This Tab requires some level of financial knowledge. Please call with any questions and/or guidance to fill out this Tab.

Tab J - Grants and Philanthropic Investment

List and describe all grants and philanthropic investments over \$100,000.

City Build RFA #GDO-CB6-10
Official Intent to Apply Notification

Reply To: Al Desabato

Office of Public Charter School Financing and Support
810 First Street, NE, 9th Floor
Washington, DC 20002
(202) 741-5943
alfred.desabato@dc.gov

High Performing Public Charter School

100 Excellence Road

Top Floor

Washington, DC 20001

(Line 4)

Head of School

202.202.2002

excellent.education@dccharter.org

Collaborating Organization (if applicable):

Contact Name:

Phone:

E-Mail:

Collaborating Organization (if applicable):

Contact Name:

Phone:

E-Mail:

Authorized Representative Name:

Authorized Representative Title:

Signature:

Date:

City Build RFA #GDO-CB6-10

Applicant Profile

Public Charter School / Applicant Organization Name:

High Performing Public Charter School

Applicant Organization Address (Line 1):

100 Excellence Road

(Line 2)

Top Floor

(Line 3)

Washington, DC 20001

(Line 4)

Campus Address (if same, leave blank):

asd

qwe

(Line 2)

zxc

(Line 3)

rtv

(Line 4)

Applicant Contact Person:

Head of School

--- Phone:

202.202.2002

--- E-Mail:

excellent.education@dccharter.org

City Build Grant Funds Requested:

\$ 1,000,000

Total Project Budget:

to

to

Current Grades Served:

Projected Grades Served:

Year Founded:

Ward (where funds are requested):

SY 2009 / 2010 Actual Enrollment:

SY 2010 / 2011 Projected Enrollment:

New Seats resulting from City Build Grant:

Total Projected Enrollment:

SY 2009 / 2010 # of Teachers:

Student Teacher Ratio SY 2009 / 2010:

2010 DC CAS % Prof/Adv Reading:

2010 DC CAS % Prof/Adv Math:

2009 DC CAS % Prof/Adv Reading:

2009 DC CAS % Prof/Adv Math:

2008 DC CAS % Prof/Adv Reading:

2008 DC CAS % Prof/Adv Math:

% Free & Reduced Lunch:

% Minority:

Information on Targeted Geographic Areas		
2009 City Build RFA		
RFA # GDO-CB6-10		
Neighborhood Cluster	Cluster Number	Ward Number
Mt. Pleasant, Columbia Heights, Park View, Pleasant Plains	2	1
Colonial Village, Sheppard Park, North Portal Estates	16	1
Logan Circle, Shaw	7	2
Lamont Riggs, Fort Totten, Queens Chapel, Pleasant Hill	19	4
Edgewood, Bloomingdale, Truxton Circle, Eckington	21	5
Brookland, Brentwood, Langdon	22	5
Ivy City, Arboretum, Trinidad, Carver Langston	23	5
Woodridge, Fort Lincoln, Gateway	24	5
Southwest Employment Area, Waterfront, Fort McNair, Buzzard Point	9	6
Union Station, Stanton Park, Kingman Park	25	6
Capitol Hill, Lincoln Park	26	6
Near Southeast, Navy Yard	27	6
Mayfair, Hillbrook, Mahaniding Heights	30	7
Deanwood, Burrville, Grant Park, Lincoln Heights, Fairmont Heights	31	7
River Terrace, Benning, Greenway, Dupont Park	32	7
Capitol View, Marshall Heights, Benning Heights	33	7
Fairfax Village, Naylor Gardens, Hillcrest, Summit Park	35	7
Woodland/Fort Stanton, Knox Hill, Garfield Heights	36	8
Sheridan, Barry Farms, Buena Vista	37	8
Douglas, Shipley Terrace	38	8
Congress Heights, Bellevue, Washington Highlands	39	8
Applicants located adjacent to one of these neighborhoods or serving a majority of students from these neighborhoods will also receive special consideration.		

Collaboration Commitment Form

Please include on this form information about the activities and/or services that will be provided by the collaborating public charter school/nonprofit organization(s). The application must demonstrate the level of effort for each partner, proposed services, and provide the budget costs of the collaboration in the applicant's proposal submission. This form must be completed by collaborations/coalitions/consortia and nonprofit providers. This form must be copied for each participating District of Columbia public charter school. **IMPORTANT - Please include evidence of Community Support in Tab 6 of the Application.**

Collaborating Organization:

--

Partner Organization Name:

Partner Organization Address:

--- Line 2:

--- Line 3:

--- Line 4:

Contact Person:

---Phone:

---E-Mail:

Briefly describe the collaboration:

--

Typed Name & Title of Authorized Partner Representative

Signature

Date

Typed Name & Title of Authorized Partner Representative

Signature

Date

**2009 City Build RFA
RFA # GDO-CB6-10
Tab E - Project Overview**

Applicant Name:		High Performing Public Charter School	
School Address :		100 Excellence Road	
--- Line 2:		Top Floor	
--- Line 3:		Washington, DC 20001	
--- Line 4:			
<small>(if same as above, leave blank)</small>			
Site Name & Address			
--- Line 2:			
--- Line 3:			
--- Line 4:			
Ward (Site Location):			
Wards Served (approximation):			
Year Created:			
Grades Served (Current):			
--Beginning			
--Ending			
Grades Served (Proposed):			
--Beginning			
--Ending			
SY 2009 / 2010 Enrollment			

Facility / Project:	Owner Occupied
Total Project Cost	
Existing # of Students	
Proposed Increase in # of Students	
Total # of Children Impacted	0
Existing Square Footage:	
Additional Square Footage:	
Total Proposed Square Footage	0
Existing Square Foot / Student:	0
Additional Square Foot / Student:	#DIV/0!
Existing # of Classrooms:	
Additional # of Classrooms:	
Total # of Classrooms	0
Cost of Project per Student Impacted:	#DIV/0!
Cost of Project per Square Foot:	#DIV/0!

City Build RFA - #GDO-CB6-10 Sources and Uses Table

School Name & Campus Name

High Performing Public Charter School

Sources *

New Markets Financing	0%
Qualified School Construction Bonds	0%
Senior Bank Debt	0%
Senior Bank Debt	0%
Bank - Subordinated Debt	0%
OSSE - Subordinated Debt	0%
Requested City Build Grant	0%
Other DC Agency Grant Funds / Equity	0%
Cash Equity / Other	0%
Other	0%

Uses *

Site work	0%
Rehab Construction	0%
Builder Overhead & Profit	0%
Bond Fees	0%
Third Party Review	0%
Environmental / Leed	0%
Hard Cost Contingency	0%
Architect	0%
Civil	0%
Historic	0%
Environmental	0%
Inspection	0%
Real Estate Tax	0%
Construction Insurance	0%
Legal Costs	0%
Security	0%
Utilities During Construction	0%
Permits	0%
Lender Fees & Other Legal	0%
Tax Credit Transaction Costs	0%
Recordation	0%
Interest During Construction	0%
Development Fee	0%
Leasing Commission	0%
Management Fee	0%
Soft Cost Contingency	0%
All other Soft Costs	0%

Total Sources \$0

Total Uses \$0

* The headings under both Sources and Uses and are not locked. Therefore, categories can be changed to meet individual project needs.

NOTE: Although categories may be changed, it is recommended that the existing categories be used.

**Number of Students / Proficiency
2010 City Build Grant
RFA #GD0-CB6-1**

High Performing Public Charter School

Grades	Actual										Projected					
	SV	%	SV	%	SV	%	SV	%	SV	%	SV	%	SV	%	SV	%
	05/06 Students	Proficient & Advanced	06/07 Students	Proficient & Advanced	07/08 Students	Proficient & Advanced	08/09 Students	Proficient & Advanced	09/10 Students	Proficient & Advanced	10/11 Students	Proficient & Advanced	11/12 Students	12/13 Students	13/14 Students	14/15 Students
Pre-K 3 *	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
Pre-K *	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
K *	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
1st *	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
2nd *	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
3rd	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
4th	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
5th	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
6th	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
7th	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
8th	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
9th *	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
10th *	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
11th *	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
12th *	Reading Math	15 70% 90%	20 60% 80%	25 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	15 70% 90%	20 70% 90%	25 70% 90%	35 70% 90%
		225	300	375	225	225	225	225	225	225	225	225	225	305	385	535

* As a result of the lack of DC CAS Data for these grades (Pre-K3, Pre-K, 1st, 2nd, 9th, 10th, 11th and 12th), schools may substitute (if desired) an assessment tool used to measure student progress. If the school is providing this data, the Applicant must also provided the metrics used as they relate to student achievement. Please include in the SUPPLEMENTAL ATTACHMENTS.

School Name & Campus Name

Number of Members on Board:	
Percentage of Professionals on Board:	
(specifically, banking, legal, business & education)	
School Publicly Communicates Academic and Operating Performance:	
% of Members who attend > 80% of Board Meetings	
Number of Board Meetings per Year:	
Previously Sanctioned by Authorizer	
(regulatory and reporting compliance)	
Previously Sanctioned by Authorizer	
(regarding ethical conduct)	

Please attach succinct Biographies of each Board Member.

City Build RFA - #GDO-CB6-10
Five Year Facility Budget Projections

Five Year Facilities Budget:

LEA or School Name: _____

Site Address (Line 1): _____

Site Address (Line 2): _____

Audited Enrollment SY 09-10: 500

Facilities Allowance: \$2,800

Assumptions:	Actual SY 9-10	Projected SY 10-11	Projected SY 11-12	Projected SY 12-13	Projected SY 13-14
Projected Enrollment	500	500	500	500	500

	Comments / Assumptions				
Provide Source					

Facility Revenue & Sources:

	Actual SY 9-10	Projected SY 10-11	Projected SY 11-12	Projected SY 12-13	Projected SY 13-14
Per Pupil Facilities Allowance:	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000
Other Federal					
Other District					
Other Government					
Grants & Donations 1					
Grants & Donations 2					
Grants & Donations 3					
Leasing Revenue					
Activity Fees					
Other Income					
Total Revenue & Resources:	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000

	Comments / Assumptions				
Provide Source					
Provide Source					
Provide Source					
Provide Source					
Provide Source					
Provide Source					
Provide Source					

Operating Expenses:

Salaries & Benefits					
Rent					
Direct Student Costs					
Depreciation					
Office Expenses					
Bank Fees					
Professional Expenses					
Maintenance and Repair					
Utilities					
Janitorial					
Other 1					
Other 2					
Other 3					
Total Operating Expenses:	\$0	\$0	\$0	\$0	\$0

	Comments / Assumptions				
Number of Teacher and Number of Faculty Members					
Comments / Assumptions					
Comments / Assumptions					
Comments / Assumptions					
Comments / Assumptions					
Comments / Assumptions					
Comments / Assumptions					
Comments / Assumptions					
Comments / Assumptions					

Net Income

Interest Expense					
Net Income	\$0	\$0	\$0	\$0	\$0
Add: Interest Expense	\$0	\$0	\$0	\$0	\$0
Add: Depreciation Expenses	\$0	\$0	\$0	\$0	\$0

	Comments / Assumptions				
Total Debt / Interest Rate and Amortization in years					

EBITDA

	\$0	\$0	\$0	\$0	\$0
--	-----	-----	-----	-----	-----

	Comments / Assumptions				
--	-------------------------------	--	--	--	--

Total Facilities Expenditures:

	Actual SY 9-10	Projected SY 10-11	Projected SY 11-12	Projected SY 12-13	Projected SY 13-14
Principal Payments					
Interest	\$0	\$0	\$0	\$0	\$0
Capital Reserve Funding					
Rent	\$0	\$0	\$0	\$0	\$0
Maintenance and Repair	\$0	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0	\$0
Janitorial	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0

	Comments / Assumptions				
Total Debt / Interest Rate and Amortization in years					
Comments / Assumptions					

Ratio Analysis:

Debt Service Coverage	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Facility Coverage Ratio	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

	Comments / Assumptions				
--	-------------------------------	--	--	--	--

NOTES:

- 1: The purpose of this template is to provide the OPCSFs a summary of Facility Cash Operating Costs, including both Principal and Interest on Debt Service at the LEA level.
- 2: The OPCSFs may request supporting documentation (copies of leases, amortization tables, loan agreements, etc.) for each line item.
- 3: Provide information for the entire LEA.

City Build RFA - #GDO-CB6-10

* This section is for grants received through a federal grantor agency and should exclude any federal grants awarded by OSSF.

[illegible]